



## EDGE LEARNING CENTRE PROGRAM POLICIES 21/22

*Below are the current policies for EdGE Learning Centre's programs in the 2021/2022 educational year.*

### **BVCLS Memberships**

For any of the available EdGE programs, a BVCLS membership 21/22 is required to complete your registration. You will be invoiced the membership fee attached with the program fee if you are not currently member. Memberships are effective until August 2022.

### **Invoices / Payments**

Invoices will be sent out shortly after you have submitted a program registration form - your spot will be confirmed upon receiving full payment. Payments can be made by cheque to **Bulkley Valley Collaborative Learning Society** or e-transfer to **treasurer.bvcls@gmail.com**.

If you are paying for the program fee using a third party, your spot will be confirmed upon receiving a copy of your submitted application for third party payment.

### **Cancellations / Refunds**

Programs are subject to run based on a minimum number of registrants - you will receive a confirmation email 3 business days prior to the program's start date if the program is **running or canceled**. If the program is canceled due to low registration, you will receive a full refund.

If you need to cancel your registration, please notify [learningcentre.edge@gmail.com](mailto:learningcentre.edge@gmail.com) a minimum 3 business days prior to the start date and you will receive a full refund.

**Any cancellations made after the deadline will be not be refunded unless we are able to fill your spot.**

We value transparency - If you have any questions or concerns regarding the program policies, please email [learningcentre.edge@gmail.com](mailto:learningcentre.edge@gmail.com).

Thank you, and we look forward to exploring with your children!

*EdGE Learning Centre*